

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PLANNING & COMMUNITY DEVELOPMENT

DATE: OCTOBER 1, 2007

Committee Members Present:

Supervisors Stec
 Gabriels
 Monroe
 Tessier

Representing Planning & Community Development Department:

Patricia Tatich, Director
Wayne LaMothe, Assistant Director
Laura Moore, Planning Associate

William Thomas, Chairman

Committee Members Absent:

Supervisors Belden
 Champagne
 Mason

Hal Payne, Commissioner, Administrative & Fiscal Services

Joan Sady, Clerk, Board of Supervisors
Trish Nenninger, Second Assistant County Atty.
Supervisor Geraghty
Katy Goodman, Secretary to the Clerk

Mr. Stec called the meeting of the Planning & Community Development Committee to order at 11:20 a.m.

Mr. Stec stated because there was not a quorum for the meeting, informational discussion would be held pending the expected arrival of other Committee members.

Privilege of the floor was extended to Patricia Tatich, Director of the Planning & Community Development Department, who distributed copies of her Agenda packet for the meeting, a copy of which is on file with the minutes.

Ms. Tatich commenced with review of the Pending Items (Agenda Items No. 2 a - e). First, she spoke on the status of the Abbreviated Consolidated Plan. Ms. Tatich stated the Plan would be discussed later in the meeting in conjunction with a resolution request to submit an application for an Adirondack Park Community Smart Growth Program grant. She noted that as October was designated as National Planning Month, they thought this would be the appropriate time to discuss the Abbreviated Consolidated Plan. Ms. Tatich stated they needed to find out what approach they should use and if the Committee members and the Board of Supervisors' wished to have either a Comprehensive Plan or overall planning studies which would incur costs or a hybrid of both approaches. She suggested the issue might be discussed when the other Committee members were present; and Mr. Stec agreed.

Privilege of the floor was extended to Wayne LaMothe, Assistant Director of the Planning & Community Development Department, who spoke on Pending Item No. 2 b, wherein Sheri Norton, GIS Administrator, was to provide a demonstration of the Image Mate Online software system to the Warren County Bar Association. Mr. LaMothe reported at its next meeting the Bar Association

was to discuss whether or not they would like to have the presentation made, therefore, they were waiting to hear what the Association's decision was.

Mr. Stec noted Pending Item No. 2 c was that Mr. O'Connor and he were to schedule a meeting with the Planning & Community Development Department and the Warren - Hamilton Counties Community Action Agency to determine the issues between the two groups in order to resolve any potential conflict. He advised that no action had been taken on the matter.

Pursuant to Pending Item No. 2 d, Mr. LaMothe spoke on the status of the aerial photography of the County for the GIS system. (For details on the aerial photography project, please see the minutes of the July 30, 2007 Planning & Community Development Committee meeting). He reported that to date only two Towns in the County had decided whether or not they wished to participate in the project. Mr. LaMothe stated the Town of Bolton wished to participate and that the Town of Stony Creek had declined to participate. Mr. Monroe advised that the Town of Chester also did not seem to be interested. Mr. LaMothe noted he understood that the Town of Hague had also declined, although he did not have definite confirmation of that.

Mr. LaMothe concurred with Mr. Stec that the question was whether the Towns wanted the aerial photography to be done in a higher resolution than it was now. Mr. LaMothe also agreed with Mr. Stec that meant the Towns who did not want to participate in the project were satisfied with the degree of resolution that the State provided now. Mr. Geraghty noted the Town of Warrensburg would participate; and Mr. LaMothe stated they had not received any formal confirmation from them. He added that was also the case with the City of Glens Falls.

Mr. Payne entered the meeting at 11:24 a.m.; and Mrs. Sady entered the meeting at 11:25 a.m.

Mr. Stec noted he believed the Town of Queensbury would also want to participate. However, he advised, he had spoken with Nicholas Caimano, the Budget Officer, about the project and Mr. Caimano was concerned about whether or not the County would be able to afford to provide the 50% matching funds for the project. Mr. Stec apprised he did not know what the status of the funding question was at this time and perhaps the Towns would be asked to cover their entire costs for the aerial photography. He commented he felt if that turned out to be the case, then some of the other towns would decide to opt out of the project.

Ms. Nenninger entered the meeting at 11:26 a.m.

Discussion ensued; and Mr. LaMothe confirmed for Ms. Tatich that if not all the Towns selected the higher resolution the quality of the resolution would vary from parcel to parcel on the final map. Ms. Tatich asked Mr. Monroe why the Town of Chester was not interested in the higher resolution photographs. Mr. Monroe replied it was primarily because of the costs. In addition, he explained, they also thought the sample photographs they had received the higher and current resolutions in the one-foot and two-foot sizes looked the same. Mr. Stec concurred the sample photographs were not the best examples of the differences between the resolutions.

Discussion ensued on the timetable for the County to decide which of the formats it wished to contract for. Mr. LaMothe advised the decision would need to be made by the November Board of Supervisor's meeting. Mr. Stec stated he thought some of the Towns would not want to change from the current format and that would not cost the County anything extra. However, he said, there would be other Towns that would want to have some of their aerial photographs taken in the higher resolution format for which the County had informally offered to provide a 50% match for the costs. Mr. Stec reiterated he felt the Budget Officer would question whether or not the County should pay any extra costs for the work and that the Towns that wanted the upgraded photographs should pay the full costs. Then, he added, perhaps only one or two Towns would be left that would be willing to pay the extra costs.

Mr. LaMothe confirmed for Mr. Monroe that even if the Towns opted for the lower resolution the photographs would still be in color and they would be better than what they had now. Mr. LaMothe also agreed with Ms. Tatich that the State was not scheduled to do another round of aerial photography until 2013. However, he added, that time frame was not guaranteed. Mr. Stec concluded at this point they needed to wait to see what the other towns chose to do and what the Budget Officer decided about the matching funds. He commented he suspected that relative to the budget process there would be a new directive concerning the County's offer to pay the matching funds for the upgraded photographs.

Mr. Monroe suggested that a list of the benefits of the higher resolution photographs be prepared for the information of the Towns in order to promote a better case for the upgrades. Ms. Tatich noted that the photographs that had been distributed were from the State's promotional package for the upgrades. Mr. LaMothe agreed with Mr. Stec that they would continue to track what options the Towns chose. Mr. Stec noted Mr. LaMothe suggested they would have to keep the Towns informed on the status of the County's decision on the matching funds; and Mr. LaMothe acknowledged the suggestion.

Concluding the Pending Items, Mr. LaMothe spoke on the outcome of the parcels identified as "tourism accommodations related" and the discrepancies that were discovered (in the Warren County Travel Guide) (Item No. 2 e). He reported that Ms. Norton and JoAnne Conley, the Assistant Tourism Coordinator, were still reviewing the parcels that were at issue on a case-by-case basis to see if any of them would actually have a significant impact on the numbers in the tourism studies and if those facilities should be included in the County's brochures.

The Planning General items (Agenda Items No. 4 a - e) were reviewed next. Pursuant to Item No. 4 a, Ms. Tatich reported on the status of funding requests submitted by the Department and meeting attendance by staff. She advised an application for a Restore NY grant was delivered to Albany on Friday, September 28th which totaled \$1,880,070. Ms. Tatich stated the application was for projects in the Towns of Chester and Lake Luzerne and the hamlet of North Creek. She explained the matching funds for the projects would be borne by the grant recipients and there were no funds in the grant for administration. Ms. Tatich stated the grant awards would be released at the end of December. However, she said, a representative from the New York State

Economic Development Agency had informed her that the Legislature had appropriated the funds for the grant although a source of the funds had not been identified. Therefore, Ms. Tatich noted, she did not expect the funds would be available until after the State budget was finalized despite the fact the grant agency had indicated otherwise.

Mr. Tessier entered the meeting at 11:35 a.m., and a quorum was made. *(Please note, Mr. W. Thomas, Chairman of the Board of Supervisors, made the quorum with Supervisors Stec, Monroe and Tessier).*

Mr. Stec noted that as a quorum for the meeting was now present, the minutes of the previous Committee meeting could be approved.

Motion was made by Mr. Tessier, seconded by Mr. Monroe and carried unanimously to approve the minutes of the previous meeting, subject to correction by the Clerk.

Ms. Tatich commenced with review of the Resolution requests listed under Agenda Items No. 3 a - d). The first request Ms. Tatich outlined was for approval of a contract with the New York State Data Center of the Department of Economic Development which related to the Census Bureau's Local Update of Census Addresses (LUCA) Program. She stated that Laura Moore, Planning Associate, would speak on the Program.

Privilege of the floor was extended to Ms. Moore, who explained they were contacted by a representative of the Data Center about the Program. She advised the original contract for the Program was handled by SUNY (State University of New York) Plattsburgh. However, Ms. Moore said, due to a personnel change SUNY would now handle only two of the Counties who were participating in the Program. As a result, she advised, the State had asked if the Department would also provide assistance and training under the LUCA Program to communities in Washington and Hamilton Counties. She explained under the Program they were already going to provide training and assistance to the communities in Warren County and they would just add the communities in the other two Counties to the tasks the contract required. Ms. Moore apprised that if the contract was approved, the Department would receive \$7,573 for carrying out the Program in the other two Counties.

Motion was made by Mr. Monroe, seconded by Mr. Tessier and carried unanimously to approve the aforementioned contract, as requested, and to authorize the necessary resolution for the next board meeting. Copies of a resolution request form and the contract were included in the Agenda packet and are on file with the minutes.

Ms. Tatich stated in conjunction with the approval of the contract she would request approval to amend the 2007 County budget to accept the \$7,573 for the provision of the LUCA Program to the Counties.

Motion was made by Mr. Monroe, seconded by Mr. Tessier and carried unanimously to amend

the 2007 County budget to increase revenues and appropriations in the amount of \$7,573 and to refer the item to the Finance Committee. A copy of a resolution request form was included in the Agenda packet and is on file with the minutes.

Pursuant to Planning General Item No. 4 c, Ms. Tatich spoke on the aforementioned Adirondack Park Community Smart Growth Program grant. She noted the Supervisors of the Towns in the Adirondack Park had received advance information on the Program and the website for the State Department of Environmental Conservation (DEC) that provided details on the Program was in the Agenda item. Ms. Tatich stated the grant application was due on November 16th.

Ms. Tatich continued. She stated the question of whether or not the Committee members wished to submit an application for a Program grant would also involve the aforementioned Abbreviated Consolidated Plan. Ms. Tatich advised that Ms. Moore, Mr. LaMothe and she had discussed how to proceed and if the approach should be through an Abbreviated Consolidated Plan or an overall planning study. However, she stated, they considered the issue that the overall approach had not been requested and that it would be driven by the Planning Department instead of by the Committee members. Ms. Tatich noted there were some reports that the issues of infrastructure needs relative to future funding had been discussed. She advised there were some infrastructure issues that needed to be done which raised the question of what the Committee and the County as an entity wanted to do in that regard. Ms. Tatich stated if applications were submitted as a community the old issue of whether the Planning Department's services would go to the County or be spread to the Towns would arise. She recommended that the grant application should be submitted and then they could discuss what the funds would be used for. Mr. LaMothe noted by submitting the application it would enable them to keep their options open; and Mr. Stec agreed.

Motion was made by Mr. Monroe and seconded by Mr. Tessier to approve the submission of an application for the Adirondack Park Community Smart Growth Program grant.

Ms. Tatich stated they could discuss the details for the application at the next meeting and perhaps in the interim they would find out what the Towns' ideas for potential projects would be. Mr. Monroe questioned if such issues as cell phone coverage (in the Adirondack Park) or affordable housing and the health care crisis in the Park would fit the Program's criteria. Ms. Tatich replied that the three categories were village, hamlet and town center revitalization which would be linked to cultural, environmental and natural resources aspects.

Mr. Gabriels entered the meeting at 11:45 a.m.

Mr. Stec advised Mr. Gabriels that there was a motion on the floor to approve the authorization of the aforementioned grant application. . *(Note: Subsequent to the meeting, Ms. Tatich advised the Clerk of the Board of Supervisors Office that the deadline for the grant application had been extended to December. As a result the item was to be carried as pending for further discussion at the next Committee meeting.)*

Mr. Stec called the question and the motion was carried unanimously. A copy of a resolution request form is on file with the minutes.

Next, Ms. Tatich presented a request for approval of a resolution to submit an application for economic development funds to assist Hudson Headwaters Health Network with an expansion project in Warrensburg (Agenda Item No. 3 d). Mr. LaMothe explained that the application they had submitted for the project on behalf of the County in the open round for a Governor's Office of Small Cities Program grant had been denied. However, he stated, the Program representative had advised them that the project would meet the criteria for an economic development grant and that the agency would consider the application for that type of grant. Mr. LaMothe apprised he expected that the project costs would be in the \$400,000 range which was the amount of the prior application. However, he explained, as the statutory limit of the grant was \$750,000 the application would be not to exceed \$750,000 in case the project cost more than the anticipated \$400,000.

Motion was made by Mr. Tessier, seconded by Mr. Monroe and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of the resolution request form was included in the Agenda packet and is on file with the minutes.

Pursuant to Planning General Item No. 4 d, Reports on staff meeting attendance, Ms. Tatich referred the Committee members to the last item in the Agenda packet which summarized the staff's attendance at various meetings during the past few months. She noted the Report was in keeping with the Budget Officer's request that meeting attendance information should be reported to the Committee members. She proceeded with review of the Report in detail with the Committee members.

Mr. W. Thomas left the meeting at 11:46 a.m.

Ms. Tatich spoke on the Shared Municipal Services Incentive Training Workshop (Item 4). She advised that Ms. Moore had attended the Workshop at the request of Joan Sady, Clerk of the Board of Supervisors, and Trish Nenninger, Second Assistant County Attorney, because it related to the Warren - Washington Counties Emergency Services Training Center Project. She stated the Workshop would probably be discussed at the next Committee meeting.

Next, Ms. Tatich noted Planning General Item b concerned some upcoming meetings of interest. First, she advised that Mr. Stec had received a request from Deanne Rehm to attend a Committee meeting to address the Committee on the initiation of the Adirondack Housing Trust. Ms. Tatich and Mr. Stec concurred that the presentation would be made at the next Committee meeting which would be in late October.

Next, Ms. Tatich noted although an item on a forthcoming Planning Federation meeting was not on the Agenda, Ms. Moore had some information about the meeting. Ms. Moore announced the

New York State Planning Federation would be meeting on October 8th and 9th with members of both Town and local Planning and Zoning Board members.

Ms. Moore stated she had been asked to serve as a member of the Board of Directors of the Planning Federation. She noted the group holds an annual meeting and sub committee meetings twice a year. Ms. Tatich remarked the appointment would be a good opportunity for the Department. She apprised there would be some fees involved and the Department's budget could cover them and the number of meetings was minimal. Ms. Moore stated the meetings were usually held on weekends. *(Note: Subsequent to the meeting the County Attorney's Office determined that a resolution was necessary to approve the appointment and a resolution was executed for the October 19th board meeting.)* A copy of a resolution request form is on file with the minutes.

Ms. Tatich stated on October 19th she would be attending a meeting of the Saratoga Springs Preservation Foundation in Saratoga where the topic would be Main Street At a Crossroads.

There being no further business, on motion by Mr. Monroe and seconded by Mr. Tessier, Mr. Stec adjourned the meeting at 11:50 a.m.

Respectfully submitted,

Katy Goodman, Secretary to the Clerk